

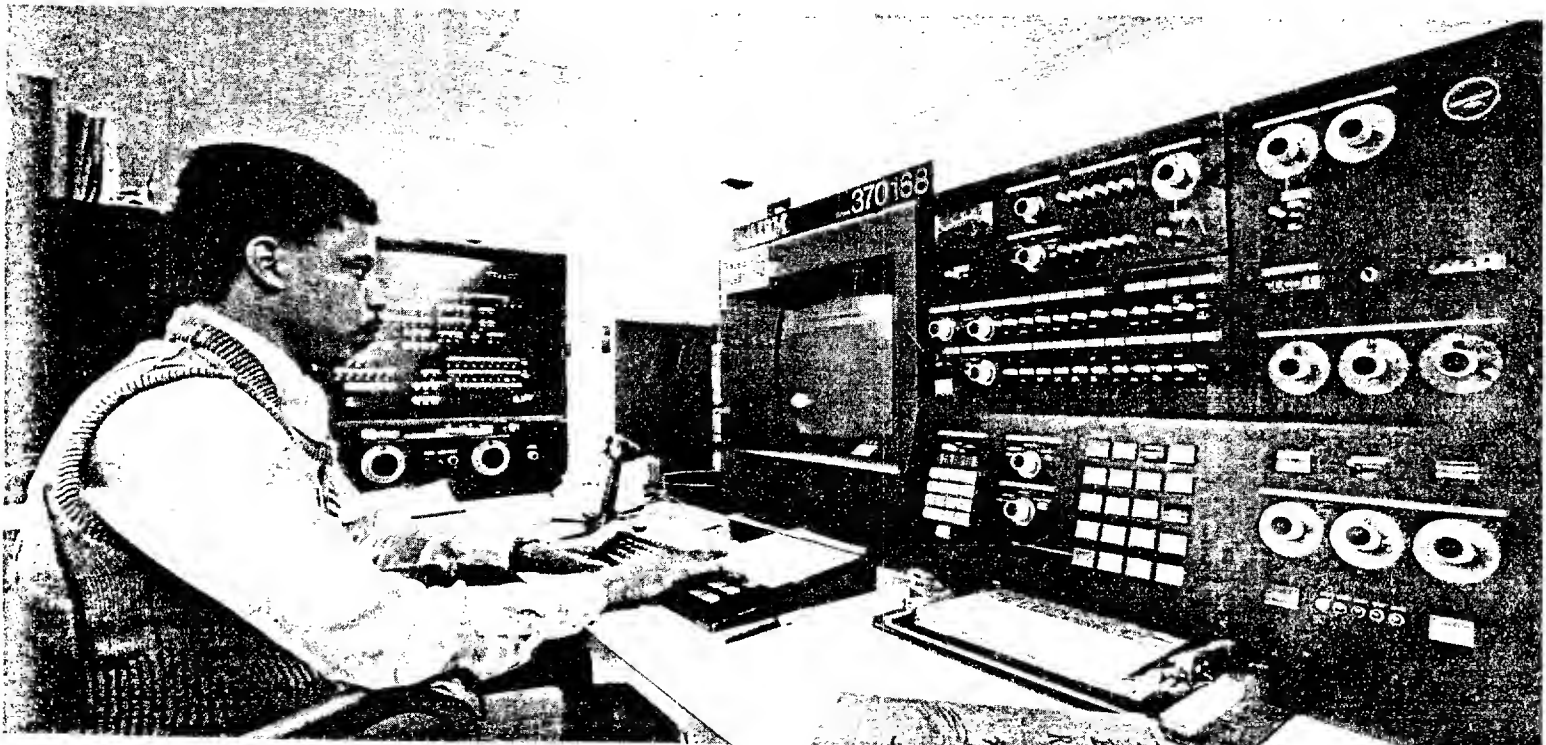
## Office of Automated Data Systems

### Major Functions

OADS (and its forerunner, OIS) was organized in 1972 to provide centralized direction and data processing services in response to the independent plans of several agencies to provide for their future ADP needs. Taking advantage of the economies of scale and coordinating agencies' ADP use and resource sharing, OADS offers centralized data processing services in five major computer centers, coordinates large scale ADP development, develops short- and long-range ADP guidance, and provides Departmental ADP direction by developing policies, plans, procedures and standards.

### Major Accomplishments in FY 1975

- Centralized Services -- FY 1975 marked dramatic improvements in the quality and reliability of computer services offered by OADS and a complete turnaround in user confidence. Rate and cost reduction and strong financial control gave a glimpse of the economies and efficiencies possible in centralized services. Especially significant accomplishments which contributed to this change are:
  - .. ADS converted its halting time sharing services into a responsive, usable media for problem solving. Previously,



*The Washington Computer Center processed twice as many jobs in FY 1975 -- over 30,000 per month -- and reduced its rates by 41% for the last six months of that fiscal year.*

the Washington Computer Center (WCC) accommodated 3,257 sessions per month, requiring a wait of 1 minute, 7 seconds for service. Today this Center processed work for 5,460 time sharing sessions, with a wait of just 17 seconds for the computer to respond to a service request.

.. ADS increased the reliability of all USDA centers from 89.9 percent in FY 1974 to 96.9 percent in FY 1975, providing an additional 100+ hours of processing time a month, and allowing an additional 12,000 to 13,000 jobs per month to be processed in the WCC alone.

.. In FY 1974, ADS processed 626,000 jobs in its centers, in FY 1975 they processed 1,024,000 -- a 64 percent increase.

.. Sophisticated tape and disk management systems were developed in several computer centers which when fully operational will free up scarce disk and tape storage and guard against accidental or deliberate destruction or loss of data.

.. ADS reduced its average cost per job from \$25.31 to \$19.11 by carefully tuning USDA's telecommunications network and eliminating the cost of a communication concentrator, transferring workload from Minneapolis Commodity Office to Fort Collins and terminating use of equipment in Minneapolis and instituting a comprehensive, strict zero-based budgeting system. WCC, for example, reduced its cost 15 percent for the first half

of the year and 41 percent for the second half, returning some 2 million dollars to the program agencies.

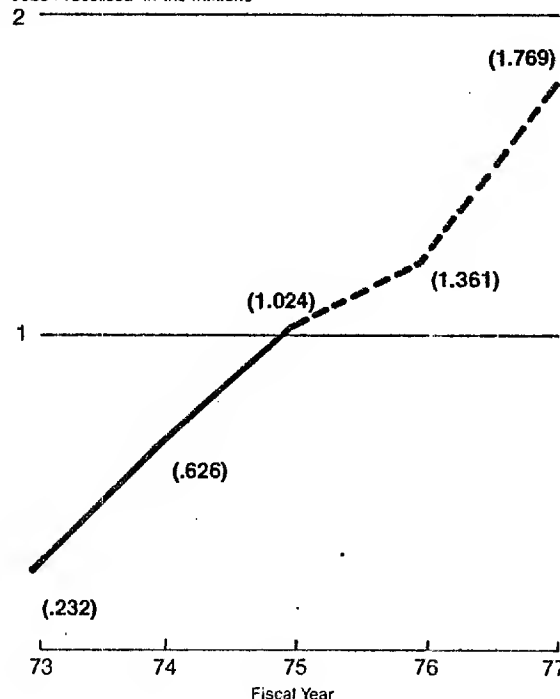
The New Orleans Computer Center (NOCC) through complete management controls and sophisticated equipment tuning was able to process more jobs than the year before and returned \$2.7 million to its users.

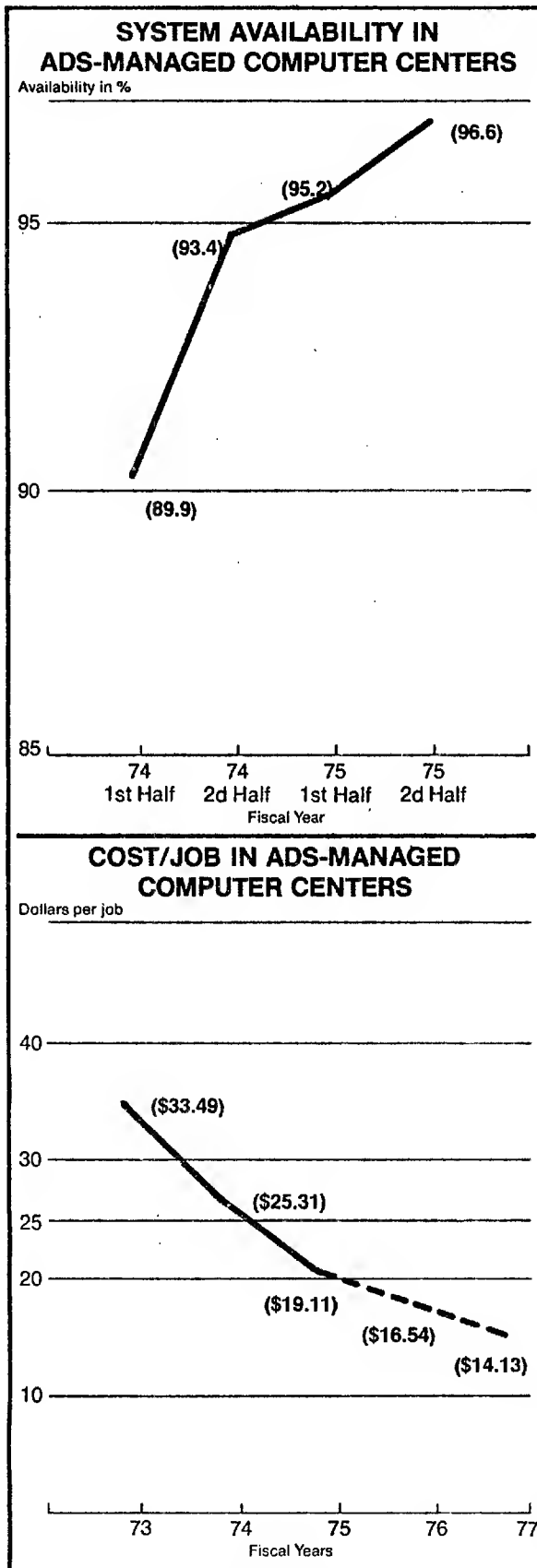
Finally, the Fort Collins Computer Center who started *which* out the fiscal year operating in the red improved its operations and generated enough revenue to operate in the black for the last quarter.

. Centralized Direction -- ADS revamped and reorganized its staff

#### INCREASING WORKLOAD FOR DEPARTMENTAL COMPUTER CENTERS SINCE FY 1973

Jobs Processed in the Millions





structure and mission, instituted an MBO system which clearly communicated what was expected of the staff, and how their activities related and contributed to the overall office objectives. Specifically:

- .. ADS developed, systematized and is in the process of implementing a Departmentwide ADP planning cycle. Previously, agencies within the Department and ADS developed their plans independently with no coordination or common purpose. Matching and tailoring ADS' equipment capacity with agencies' requirements would be happenstance without an integrated planning system. ADS' system estimates USDA's long range ADP needs on a yearly basis based on agencies' projected requirements. This data which also satisfies OMB's and GSA's reporting requirements is used to compute future Departmental computer costs, distributing these projected costs to the agencies, and allow them enough time to properly budget for this expense.
- .. ADS recognizing the weaknesses in the Department's previous requirements study for its major ADP procurement, initiated a new requirements study which included a comprehensive economic analysis of alternatives and provided supporting documentation for continuing with a slightly altered version of the procurement. However, before the study was complete, GAO investigations publicized the original procurement's shortcomings and substantial Congressional interest occurred. Congress recently placed limitations on the Working Capital Fund which resulted in USDA canceling the procure-

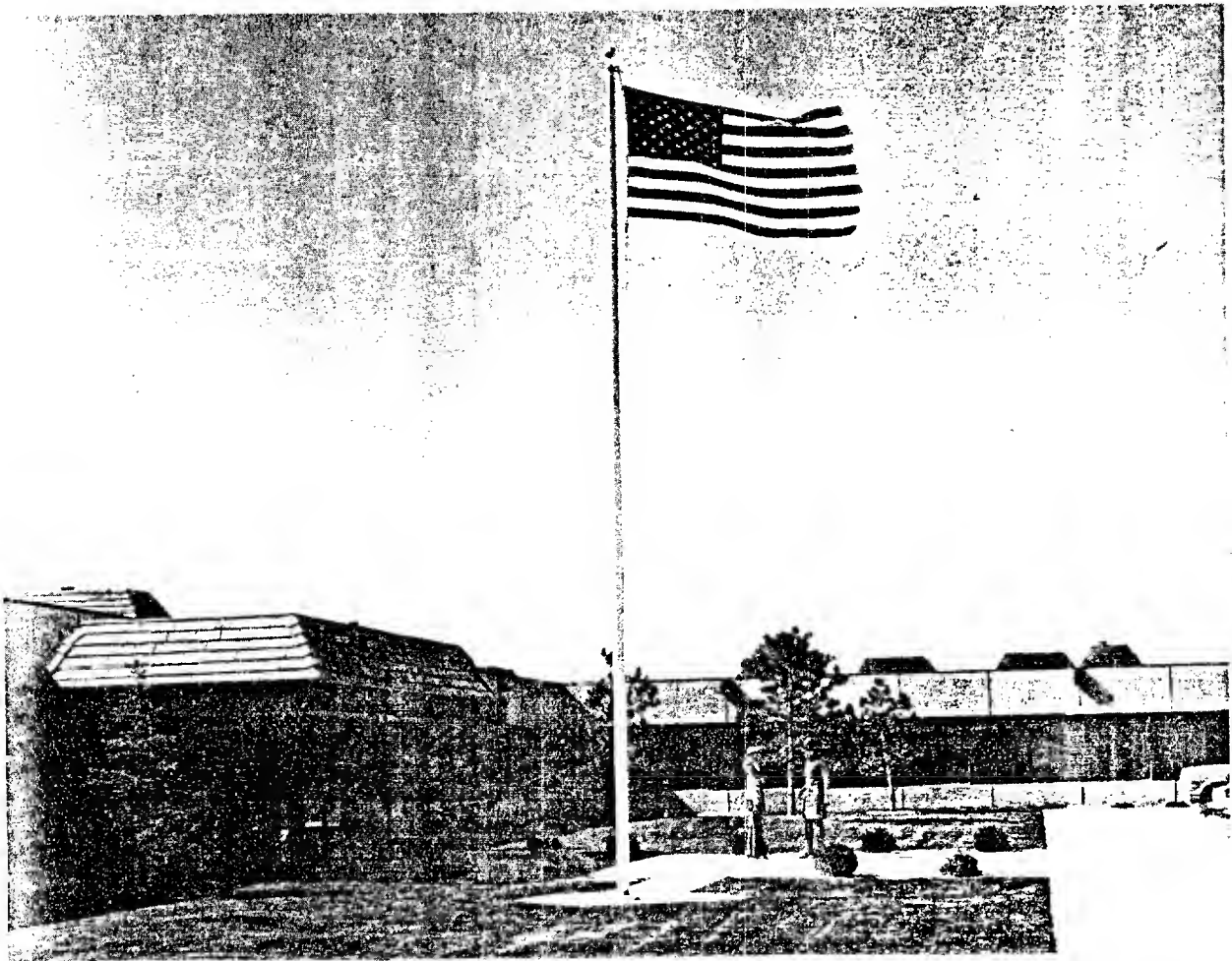
ment. As a result, ADS' ability to adequately service users of the St. Louis Computer Center, Fort Collins Computer Center, and New Orleans Computer Center in FY 1976 is limited and they will have to devote considerable resources to upgrade equipment on a center-by-center basis.

- .. Along with all these activities, the small staff reviewed agency requests for ADP procurements, initiated a plan to develop a cost effective USDA telecommunications system for USDA's future requirements.

As these achievements were being accomplished, ADS reduced its personnel from 465 to 421 positions and decreased the average grade of its staff from 12.2 to 11.2.

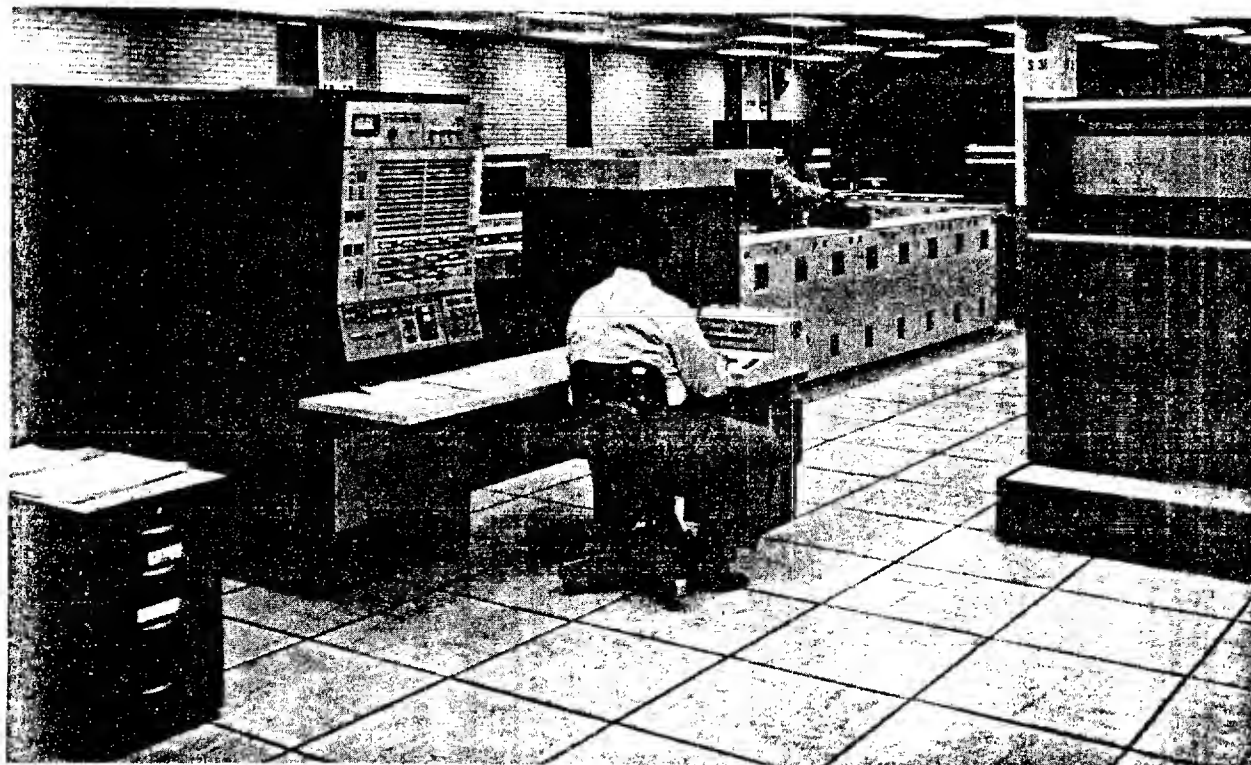
### Major Plans for FY 1976

- . Upgrade the computer facilities in New Orleans, Fort Collins, and St. Louis which will increase ADS' capacity by 90 percent and allow them to process significantly more jobs than they can today, will satisfy the Farmers Home Administration, Forest Service and the National Finance Center's projected workload increase.





*The Fort Collins Computer Center supports Forest Service's and Food and Nutrition Service's data processing needs.*

- . Capitalize on and fully coordinate the systematized planning process developed in FY 1975 by designing and publishing a Departmental long-range plan.
- . Establish a Departmentwide ADP training program responsive to user needs to provide overall better management of the Department's ADP resources.
- . Develop and implement a coordinated ADP field installation plan geared toward providing agency program and management needs in the most efficient manner. Today FmHA and ASCS are sharing 10 terminals on a pilot basis.



*NOCC's IBM 360/65 Computer System supports The National Finance Center's central voucher and uniform accounting systems.*

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| TRANSMITTAL SLIP   |                | DATE        |
| TO: <i>ASCS</i> <i>Attn.</i>   |                |             |
| ROOM NO.   | BUILDING       |             |
| <i>2C-29</i>   | <i>Hdqtrs.</i> |             |
| REMARKS:   |                |             |
| <p>The attached is part of the Annual Report of the Assistant Secretary for Administration, Department of Agriculture. The complete report is in DD/A Plans Staff should you wish to review it.</p> <p></p> <p><i>P.S. Please pass to Lew and Frank for their info.</i></p> |                |             |
| FROM: <i>DD/A Plans Staff</i>  |                |             |
| ROOM NO.   | BUILDING       | EXTENSION   |
|  |                | <i>7726</i> |

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1 FEB 55

REPLACES FORM 36-B  
WHICH MAY BE USED.

(47)

# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

*A report of Agriculture's Office of Automated Data Systems*

FROM:



EXTENSION

4011

NO.

DATE

17 FEB 1976

TO: (Officer designation, room number, and building)

DATE

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OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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To All

*This annual report of computer activities in Agriculture provides some interesting computer data for comparison with our activities.*

*AI*

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*FILE Dept of Agriculture*